

# TRIAL EXHIBIT 62

# Building a contact list

- 1) Start with an Excel report of the information you need relating to the contacts you want to make. You will want to include headers in the document to sort the information before loading

customerid	FirstName	LastName	Email	Phone	Phone2	MobilePhone	MainCountry
1	3578812	Michael	Frenst	frenst.stoffwehseier@gmail.com	15252723312	15252723312	DE
2	3662996	Jagen-Nachmann	ncfuma@gmail.com	1779145536			DE
3	3667092	Kris	Fragged01	kfraged01@fragmob.com	3348791434		DE
4	3668809	Ursula	Lehmann	ulrikelemann1@gmail.com	1636161000		DE
5	3673343	Ute	Oppermal	ute.oppermalmann@gmail.com	3907775953	15228475176	DE
6	3679490	Thomas	Sureck	maler-parkett-ug@web.de	1728722721		DE
7	3687614	Yasin	Kouanda	yasin.kouanda@hotmail.de	40180715425		DE
8	3696105	Thomas	Goesswe	peterpiper3@hotmail.com	4366450111		AT
9	3701107	Sarah	Un	aylin8balhas@gmail.com	15788862429		DE
10	3702479	Katrin	Thomas	V.westerwaldmausi@aol.com	2687921846	15785507445	DE
11	3707235	Helmut	Unterwair	helmut123@hotmail.de	15202851832		DE
12	3712799	Meliek	Tokmak	Structure@vi	81611354091		DE
13	3716021	Galina	Savenko	savenkogalina48@yahoo.com	72619796201		DE
14	3716660	Verena	Klaus	piero33@hotmail.de	1774378688		DE
15	3722997	Sabine	Nohamm	bine7876@gmx.at	6605424663		AT
16	3746046	Lukas	Scheiberg	Scheiberg@hotmail.de	6641687007		AT
17	3761264	Jovan	Djokic	stefan_24.11.93@hotmail.com	69917232744	69917232744	AT
18	3761981	Stefan	Gloss	stefan.gloss@gmx.at	69910246649		AT
19	3762036	Marc	Schulz	c_ama_g@hotmail.de	17631164103	17631164103	DE
20	3762213	Manuela	Gloss	manuela.gloss@gmx.at	6603413541		AT
21	3762593	Omar	Mohamed	omar.mohamed-ali@live.at	67688E+11		AT
22	3763536	Bernhard	Maxa	b.maxa@gmx.at	6766583603		AT
23	3763695	Rudolf	Lehner	rudolf28@hotmail.com	4366505111		AT
24	3765063	Maurice	Dietmeier	K.dietmeier@gmx.de	17631180292		DE
25	3768813	Jörg	Noreiks	bahr290776@gmx.de	1704576336	1704576336	DE

it into POM.

The Headers are very important. The Excel headers or campaign attributes is how POM recognize what's in each cell.

## 2) Correct Header Names and order

When building the contact list your header must appear in the excel spreadsheet as it does in POM. Always lead with the "Id" header or attribute first. "Id" should always appear in cell A1 in your excel spreadsheet. In the "Id" column starting with cell A2 should be the number 1. The "Id" column will list the number of contacts in the list. Depending on what info you want displayed in POM you will need an attribute for it.

ID	customerid	firstname	lastname	Email	phonenumbe
1	1	Michael	Frenz	frenz.stoffwechsellur@gmail.com	15252723112 DE
2	2	Jäger-Haci	Hannelori	kofuma@gmx.de	179145524 DE
3	3	3667992	Kris	fragile01 kf0e01@fragmob.com	334679424 DE
4	4	3668859	Ursula	Lehmann ulrikelehmann1@gmail.de	1636161000 DE
5	5	3675345	Ute	Oppermair ute.oppermair68@gmail.com	390777953 DE
6	6	3679490	Thomas	Sureck maler-parkett-ug@web.de	1728722721 DE
7	7	3687634	yasin	kouanda yasin.kouanda@hotmail.de	40150715425 DE
8	8	3696105	Thomas	Goessewei peterpiper83@hotmail.com	4.36045E+11 AT
9	9	3701107	Sarah	ayin89palhas@gmail.com	15788862429 DE
10	10	3702479	Katrin	Thomas-V-westenwaldmausi@aol.com	2687921846 DE
11	11	3707235	Helmut	Unterwair helmut123@hotmail.de	15202851432 DE
12	12	3710799	Melek	Tokmak Structure@vi	0163 1353693 DE
13	13	3716021	Galina	savenko savenkogalina48@yahoo.com	72619758201 DE
14	14	3716650	Vierola	Klaus piers33@hotmail.de	1774378680 DE
15	15	3732997	Sabine	Nahammi bine7676@gmx.at	6605424663 AT
16	16	3746046	Lukas	schelberg Schelberger@hotmail.de	6641687007 AT
17	17	3761264	Jovan	Djokic	69917232744 AT
18	18	3761983	Stefan	Glisic stefan_24.11.91@hotmail.com	69910246849 AT
19	19	3762036	Mart	Schultz c_sma_g@hotmail.de	17611146103 DE
20	20	3762213	Manuela	Gliss mariuella.gliss@gmx.at	6603413341 AT
21	21	3762593	Omar	Mohamedomar.mohamed-ali@live.at	6.7688E+11 AT
22	22	3763536	Bernhard	Maxa b.maxa@gmx.at	6766583603 AT
23	23	3763695	Rudolf	Lehner rudolf28@hotmail.com	4.36055E+11 AT
24	24	3765063	Maurice	Dietmeier K.dietmeier@gmx.de	17611300292 DE
25	25	3768813	Jong	Noreiks bahr290776@gmx.de	1704376156 DE

### 3) phonenumbe1ctrycode

You have to type out the header as it appears, “phonenumbe1ctrycode”. In the column “phonenumbe1ctrycode” you want the country code number and not the country letter abbreviation. For a list of Country Codes click the following link <http://countrycode.org/>

ID	customerid	firstname	lastname	Email	phonenum	phonenum1
1	3578812	Michael	Frenz	frenz.stoffwechsellur@gmail.com	15252723112	49
2	3662996	Jäger-Haci	Hannelon	kofuma@gmx.de	1739145524	49
3	3687952	Kris	Fragile01	kfoe01@fragmob.de	3346794934	49
4	3668859	Ursula	Lehmann	ulrikelehmann1@gmail.de	1636161000	49
5	3675345	Ute	Oppenmaier	ute.oppermann68@gmail.com	3907775953	49
6	3679490	Thomas	Sureck	malier-parkett-ug@web.de	1728722721	49
7	3687634	Yasin	Kouanda	yasin.kouanda@hotmail.de	40150715425	49
8	3696105	Thomas	Goessweil	peterpiper3@hotmail.com	4.366405+113	43
9	3701107	Sarah	Un	ayin89palhaus@gmail.com	15788862429	49
10	3702479	Katrin	Thomas	V-westenwaldmausi@aol.com	2687921846	49
11	3702335	Helmut	Unterwair	helmut123@hotmail.de	15202851432	49
12	3710799	Melek	Tokmak	Structure@vi	0163.1553693	49
13	3716021	Galina	Savenko	savenkogalina48@yahoo.com	72619758201	49
14	3716650	Verena	Klaus	piere33@hotmail.de	1774378688	49
15	3732997	Sabine	Nahammi	bine7876@gmx.at	6605424663	43
16	3746046	Lukas	Schelberg	Schelberger@hotmail.de	6641687007	43
17	3761264	Jovan	Djokic	stefa_24.11.91@hotmail.com	69917232744	43
18	3761983	Stefan	Gloss	c_sma_g@hotmail.de	69910246849	43
19	3762036	Marc	Schultz	maria_schultz@gmail.com	17611164100	49
20	3762213	Manuela	Gloss	manuela.gloss@gmx.at	66036133443	43
21	3762593	Omar	Mohamed	omar.mohamed-ali@live.at	6.76886+113	43
22	3763536	Bernhard	Maxa	b.maxa@gmx.at	6766583603	43
23	3763695	Rudolf	Lehner	rudolfar28@hotmail.com	4.365055+113	43
24	3765063	Maurice	Dietmeier	K.dietmeier@gmx.de	17611300292	49
25	3768813	Jörg	Noreiks	bahr290776@gmx.de	1704376356	49

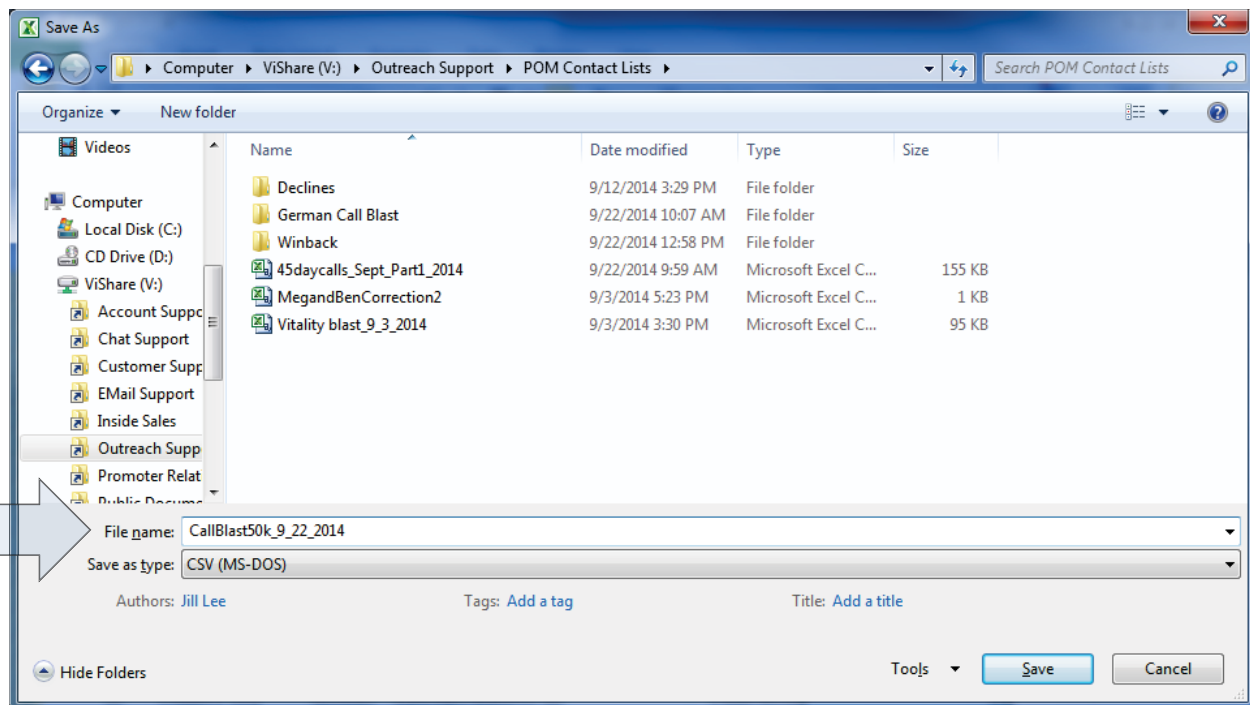
#### 4) Saving the Contact list

After you have edited the contact list to your campaign specification, next step is to save. When saving the campaign, Go to V drive; Outreach Support; POM Contact Lists and click Save As Type: CSV (MS-DOS)

#### THIS IS VERY IMPORTANT

#### Save the document as a "CSV (MS-DOS)"

If you save it any other way, POM may not recognize it. Name the contact list after the campaign name, include how many contacts (use K to represent thousands) and date saved in the **File Name**.



Finally click the **Save** button